



THE CITY OF SAN DIEGO

**CONSOLIDATED PLAN ADVISORY BOARD (CPAB)
NOTES FOR MEETING**

WEDNESDAY AUGUST 13, 2014

SAN DIEGO CIVIC CONCOURSE
NORTH TERRACE ROOMS 207-208
202 'C' STREET
SAN DIEGO, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
<ul style="list-style-type: none">Joyce Abrams, Council District 1 representativeMaruta Gardner, Council District 2 representativeVicki Granowitz, Council District 3 representativeKen Malbrough, Council District 4 representativeValerie Brown, Council District 5 representativeRichard Thesing, Council District 7 representative	<ul style="list-style-type: none">Nohelia Patel, Council District 9 representativeAaron Friberg, Council District 8 representativeEarl Wong, Council District 6 representative

STAFF PRESENT	ATTENDANCE SHEET
<ul style="list-style-type: none">Lydia Moreno, Interim Assistant Deputy DirectorEliana Barreiros, HUD Programs CoordinatorLeo Alarcon, HUD Project ManagerDaichi Pantaleon, Project ManagerJoe Whitaker, Senior Management AnalystMarla Robinson, Administrative Aide	11 people signed the attendance sheet

Call to Order

- Vicki Granowitz called the meeting to order at 9:04 a.m. with six Board members present. Quorum was achieved at the same time.

Approval of Minutes

- Ms. Granowitz called for a motion for the approval of the minutes from the June 2014 meeting.

- Mr. Thesing motioned to approve minutes, Ms. Gardner seconded the motion. Minutes were then approved, 6-0.

Staff Announcements

- Mr. Alarcon announced that the HUD Programs Administration Office hired four new Project Management Interns for the upcoming school year. Mr. Alarcon also introduced Joe Whitaker as the newest staff member of the HUD Programs Administration Office. Mr. Whitaker, Senior Management Analyst, will be primarily working on regulatory matters (compliance of projects with regulatory standards).
- Ms. Lydia Moreno was introduced. Ms. Moreno is the [Interim](#) Assistant Deputy Director of the Economic Development Department.

Board Announcements

N/A

Non-Agenda and Agenda Public Comment

- Ms. Krista Stellmacher, representing Community Housing Works, asked how CPAB would score the past performance from the agencies when it came to reviewing CDBG applications. Ms. Granowitz stated the score would be provided by staff. Ms. Stellmacher also asked if agencies would have an opportunity to review and respond to any performance failures (negative points). Ms. Granowitz stated that agencies would be privy to the score and would be given the opportunity to respond as part of the application process.

Agenda Item(s)

Item 6.a.: Discussion Item and Staff Presentation

Fiscal Year Draft 2016 CDBG Applications Scoring & Review Criteria: Ad Hoc Committee Results

Ms. Eliana Barreiros introduced the item and gave a brief presentation regarding the revised Review & Scoring Criteria. She encouraged attendees to provide comments and noted that public comments would be received through August 27th. She noted that the goal of staff was to bring back the criteria to the CPAB as an action item during the September CPAB meeting (after consideration of all public comments) and then the item would be presented to the Public Safety and Livable Neighborhoods Committee City Council Committee (PS&LN). *Please see attached presentation for more information.*

- Ms. Granowitz asked the Ad Hoc Committee members to give a brief overview of the process of revising the scoring criteria:

- Ms. Gardner stated that the goal was to make the application process as clear as possible with straightforward language.
 - Ms. Brown mentioned her background working with non-profits and writing grants make her feel the upcoming changes followed best practices are were not too onerous.
 - Mr. Malbrough thanked staff for their work and coordination with the Ad Hoc meetings. Mr. Malbrough stated he would like feedback from the agencies regarding the proposed revisions.
 - Ms. Granowitz stated that she took into account comments from previous years from the agencies about the confusing aspects of the application. Ms. Granowitz said she strived to eliminate the redundancy in the criteria and applications.
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- Ms. Abrams thanked the Ad Hoc committee for meeting and improving the criteria. Ms. Abrams questioned whether a maximum penalty of three points would be enough to encourage agencies to improve their performance.
 - Ms. Granowitz responded that the committee had lengthy discussions about taking into consideration the past performance of previously funded agencies as part of the criteria and what would be the a reasonable number to allocate to this portion of the criteria (it is proposed that three maximum penalty points could be subtracted from the overall score).
 - Mr. Malbrough noted that, based on the scores of the FY 2015 CDBG applications, it was clear that three points made a big difference.
 - Ms. Gardner stated that this negative scoring would only affect agencies that have had performance issues and that perhaps in the future the negative penalty would increase. She stated that staff and Ad Hoc members wanted to be judicious in determining the points allocated to performance given this is the first time this factor would be considered as part of the criteria.
 - Mr. Malbrough mentioned that awarded agencies would not have to do any additional work and/or reporting. Staff would determine the score based on objective measures applied to all awardees and this would be based on the reporting/monitoring already in place.
 - Ms. Granowitz reminded that staff is receiving comments about the proposed scoring criteria through August 27.

Item 6.b.: Discussion and Action Item

Proposal to change September 10th CPAB meeting to 2:00 p.m. (Action Item)

Ms. Granowitz stated that staff requested the September 10th CPAB be moved to the afternoon (2:00 p.m.) rather than its usual time given staff was trying to docket the FY14 Draft CAPER with the City Council Budget and Government Efficiency Committee at 9:00 a.m. (the usual CPAB meeting time).

Ms. Abrams motioned to change the September 10th CPAB meeting to 2:00 p.m. The motion was seconded by Ms. Brown. It passed unanimously 6-0.

Item 6.c.: Discussion Item and Staff Presentation

Updated 2010 HUD Low to Moderate Income Data Maps

Ms. Daichi Pantaleon gave a brief presentation about the updated HUD 2010 Low to Moderate Income Data Maps. *Please view attached presentation for more information.*

- Mr. Thesing asked whether the maps were approved by City Council. Ms. Barreiros responded that the maps are prescriptive from HUD and it is what the City has to use when determining certain eligibility matters applicable to CDBG-funded projects. Ms. Barreiros noted that the maps typically affect the eligibility of projects that result in benefits to all of the residents of a specific-contiguous area of the City (such as improvements to a park and/or public facility improvements).
- Ms. Abrams noted that the areas delineated as low income within the City appeared to contain areas very diverse in terms of incomes. Ms. Barreiros stated that the maps identify all of the areas where the population meet the low-medium income criteria (at a minimum, 51% of the population have incomes that do not exceed 80% of the Area Medium Income, AMI). She noted that there is great divergence within and among those areas as some may be characterized by a large percentage of residents with very low incomes in relation to the AMI but some may be characterized by generally “wealthier populations” (relative to others) that still meet the criteria.

Adjournment

- Meeting adjourned at 10:05 am.